



COUNTY OF LOS ANGELES

JUDICIAL PROCEDURES COMMISSION

383 Hall of Administration / 500 West Temple Street / Los Angeles, California 90012 / (213) 974-1431

MINUTES OF THE 658th MEETING OF THE JUDICIAL PROCEDURES COMMISSION

The 658th meeting of the Los Angeles County Judicial Procedures Commission was held on January 20, 2005, in Room 372 at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California. A list of those in attendance follows:

MEMBERS PRESENT

Bertrum M. CeDillos, Chair
Clifton Albright, Vice Chair
Walter P. Coombs
William J. Galloway
Ann Jackson
Thomas J. Jeffers
Neal S. Millard
Carol Rose

EX-OFFICIO MEMBERS

Heather Aubry, Los Angeles City Attorney
Capt. Kenneth Masse, LASD
Danette Myers, L. A. County Bar Association

COUNTY REPRESENTATIVES

Bea Dieringer, District Attorney's Office
Dr. Margaret Little, Superior Court
Larry Mason, District Attorney's Office
Zoe Venhuizen, Superior Court

CALL TO ORDER

Chair CeDillos called the 658th regular meeting of the Los Angeles County Judicial Procedures Commission (JPC) to order at 12:30 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Millard was asked to lead everyone in the Pledge of Allegiance which was followed by introductions of Commissioners, Ex-Officio Members, and Staff.

APPROVAL OF THE MINUTES OF NOVEMBER 18, 2004

On motion of Commissioner Jeffers, seconded by Commissioner Coombs, and unanimously carried, the Minutes of November 18, 2004 were approved.

MEMBERS

Bertrum M. CeDillos
Chair

Clifton W. Albright
Vice Chair

Lee Kanon Alpert
Nelson L. Atkins
Walter P. Coombs
William J. Galloway
Ann Jackson
Thomas J. Jeffers
Janice Kamenir-Reznik
Neal S. Millard
Carol L. Rose
Sylvia Scott-Hayes
Robbi J. Work

MEMBERS EXCUSED

Lee Kanon Alpert
Nelson L. Atkins
Sylvia Scott Hayes
Janice Kamenir-Reznik
Robbi J. Work

CITY REPRESENTATIVES

Lt. George Bush, LAPD
Michael Karsch, Los Angeles City

EXECUTIVE OFFICE

Jim Corbett
Dedie Ward
Ken Wales

GUEST SPEAKER – CAPTAIN KENNETH MASSE – OVERVIEW ON THE SHERIFF’S DEPARTMENT RESPONSIBILITIES IN RELATION TO THE SUPERIOR COURT

Chair CeDillos introduced and welcomed Captain Kenneth Masse, Los Angeles Sheriff’s Department, who gave an overview on the security operations and services provided for the court’s Central Bureau.

Captain Masse stated that following the unification of the courts, the Sheriff’s Department was contracted to provide security services for the Superior Courts in Los Angeles County. Captain Masse is the current administrator of security operations for the six courthouses in the Court’s Central Bureau Division. The Central Bureau employs about 375 Sheriff’s deputies with a budget of \$24 million.

There are an estimated 2000 sheriff personnel working for the courts with an annual budget of \$105 million. Sheriff personnel provide a range of services which include bailiff resources, lock up duties, patrol of the court’s hallways, prisoner escorts, and security checkpoint monitoring.

During the first six months of 2004, the entire court system served approximately 12 million members of the public, of which three million were served by the Central Bureau courthouses. The majority of the cases were handled by the Clara Shortridge Foltz (CSF) and the Stanley Mosk Courthouses. During the same six month period, Central Bureau deputies processed a total of 80,000 prisoners, averaging at least 500 prisoners a day from Clara Shortridge Foltz, Metropolitan Court and the arraignment courts at Central Jail. On holiday weekends bookings ran 800-900 per day.

Captain Masse spoke about the Clara Shortridge Foltz Court which handles the majority of the high security, high profile cases, and also about some of the more notable cases handled there. Following a brief question and answer period, Chair CeDillos thanked Captain Masse for his presentation.

COMMITTEE REPORTS AND UPDATES

Police Overtime Update

Lieutenant Bush reported that at this the overtime reduction programs for the LAPD and LASD seem to be doing very well. LAPD is currently considering establishing a Witness Detail program within the District Attorney’s Office to assist that department with prioritizing and determining which officers should be called to appear on criminal cases. A recent “exit survey” conducted by LAPD revealed that 97% of the officers that were called to appear at the Criminal Courts Building were there to address DA matters.

The Committee has also been contacting smaller police departments to determine if they need assistance with overtime issues. However, none of the contacted departments are experiencing problems with court related overtime presently.

Lieutenant Bush advised that the Committee is recommending it be disbanded since its assignment has been completed. Chair CeDillos requested that the group continue in the event a related issue arises or the Commission needs to consult with the members on an issue in the future.

JPC Donation Trust Fund Report

Commissioner Jackson reported that the anticipated opening date for the Airport Child Waiting Room is April 2005, and the Court has requested that the funds being held for this project in the JPC Trust Fund be released.

Commissioner Jackson also reported that she and Chair CeDillos met with the Chair of the Los Angeles County Commission for Women (CW), Karin Davalos, and discussed the possibility of the partnering with the JPC on the child waiting room and custody exchange center projects. Chair Davalos was very receptive to partnering with the Commission, and requested that a presentation on the child waiting room project be given at an upcoming Commission for Women meeting. Chair Davalos' staff person will coordinate a time in either February or March for the presentation. Chair CeDillos advised that it would be better to focus the Commission's efforts to procure funding for the child waiting room project with the CW at this time.

Margaret Little added that the Airport Court has received full funding and the Internal Services Department has completed 80% of the construction and is in the process of purchasing furnishings for the room.

Commissioner Rose gave an update on the ADDA Notepad project stating that the project had begun but currently is stopped because there was a problem with the quality of printing. The problem is currently being addressed and the pads will be reprinted soon. The pads cost \$20 for 5 large pads or 10 small pads, and proceeds from the notepad sales will go to the Trust Fund.

Child Waiting Room Update & Overview

Margaret Little reported the following:

- A larger room for the Antelope Valley Child Waiting Room has been selected and it should be completed in March 2005.
- Detailed architectural renderings are being gathered for the proposed Van Nuys Child Waiting Room project which received full funding.
- Santa Monica Court has identified a space in that facility for a room and is in the process of gathering estimates for construction.

Chair CeDillos requested that the Commission be notified of the opening dates for the pending child waiting rooms so that Commissioners could attend the ceremonies.

Commissioner Rose commented that Supervisor Knabe is interested in establishing a waiting room in the 4th District. Margaret Little added that the courts were not able to find any space in the Torrance or Norwalk courts suitable for a child waiting room.

Child Custody Exchange Update

Bea Dieringer reported that at its last meeting the committee discussed various funding options that could be utilized for this project. It was determined that the Safe Haven grant may not be a good funding resource because a majority of its funding is designated for the operation of monitored visitations as opposed to custody exchanges.

A grant writer has joined the committee group to advise and offer assistance with the grant writing process. The committee agreed that when applying for grants it would be beneficial to provide statistics justifying the use and need for exchange centers and providing a quantifiable number of people that would be impacted by this service. A survey has been developed to gather information from Family Law judges on what is being done regarding exchange orders.

The Committee is also exploring alternative funding resources, foundation support and applying for grants with agencies such as the Department of Justice. In addition, they are considering applying for a Productivity Investment Fund (PIF) grant. Ms. Dieringer has already contacted the Chair of that agency and was told that the PIF grant is a good resource for seed money for a project, but generally the funds are not used to sustain a project from year to year. Ms. Dieringer was encouraged to prepare a PIF proposal for submission.

MATTERS NOT ON THE POSTED AGENDA

Commissioner Millard reported on the meeting he attended of the task force developed to investigate the unauthorized practice of law. The task force has been working on methods to prosecute people such as notaries, paralegals and others posing as lawyers, who are unauthorized to practice law but have been presenting themselves as such to unsuspecting members of the public, as well as charging a fee for their services.

The Los Angeles Center for Law and Justice is currently attempting to ensure these notaries, paralegals and document preparers are prosecuted. The District Attorney is dealing with the prosecution of individuals who “pose” or “hold themselves out” to be lawyers. The Sheriff’s Department has just successfully completed a “sting” operation on this issue which will be televised on NBC and Telemundo.

This type of fraudulent legal practice is affecting all types of people who are seeking an alternative to paying expensive legal services. Usually when these perpetrators are caught the penalty is a small sentence or a small fine.

Commissioner Millard commented that the task force discussed various methods to get the word out to the people these individuals are preying on and is also examining and researching the law to determine if there is some legal way they can be limited in what

they do. Also, the group is asking for the Commission's assistance in disseminating information and alerting the public about this issue Countywide.

It was suggested that posters or alerts could be created and posted in County offices and buildings, at the Self Help Legal Access Centers, on buses, and PSA's on radio stations. Commissioner Millard has also spoken with the Justice Deputies regarding the problem and they have asked him to prepare a report to be forwarded to the Supervisors alerting them about the issue.

In addition, a court committee was formed to determine ways to ameliorate this practice in the courthouses and the court is currently revising filing window policies for taking in documents and educating window employees.

Michael Karsch added that the Los Angeles City Council recently took a position urging Congress to expand funding for the Federal Trade Commission to explore ethnic language and promotion of notary services and related type advertising throughout the U. S. Commissioner Millard will provide a report and recommendations on this issue and report back to the Commission.

Chair CeDillos stated that this issue will be placed on next month's agenda so that a broader discussion can take place.

PUBLIC COMMENT

There were none.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:35 p.m.